

DATE: April 23, 2009

TO: City Clerk

FROM: Representative Rachel Quintana

ADDRESS 2 Civic Center Plaza, El Paso, Texas 79901 TELEPHONE 915-541-4701

Please place the following item on the (Check one): CONSENT XX REGULAR \_\_\_\_\_

Agenda for the Council Meeting of April 28, 2009

Item should read as follows: Appointment of Jaime Abeytia to serve on the Complete Count Committee as requested by Representative Rachel Quintana, District 5.

SPECIAL INSTRUCTIONS: \_\_\_\_\_

**BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM**

NAME OF BOARD/COMMITTEE/COMMISSION: Complete Count Committee

NOMINATED BY: Representative Rachel Quintana DISTRICT: 5

NAME OF APPOINTEE Jaime Abeytia  
(Please verify correct spelling of name)

BUSINESS ADDRESS: 9900 Montana #C-4

CITY: El Paso ST: TX ZIP: 79925 PHONE: 915-694-5714

HOME ADDRESS: \_\_\_\_\_

CITY: El Paso ST: TX ZIP: 79936 PHONE:

WHO WAS THE LAST PERSON TO HAVE HELD THIS POSITION BEFORE IT BECAME VACANT?

NAME OF INCUMBENT: NEW COMMITTEE

EXPIRATION DATE OF INCUMBENT: \_\_\_\_\_

REASON PERSON IS NO LONGER IN OFFICE (CHECK ONE): TERM EXPIRED: n/a  
RESIGNED n/a  
REMOVED n/a

DATE OF APPOINTMENT: 04/28/2009

EXPIRATION DATE OF NEW APPOINTEE: Committee shall cease its function on 12/31/2010

PLEASE CHECK ONE OF THE FOLLOWING: 1<sup>st</sup> TERM: n/a

2<sup>nd</sup> TERM: n/a

UNEXPIRED TERM: n/a

# JAIME ABEYTIA

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## SEASONED COMMUNITY ORGANIZER

*"Committed to being a champion for political inclusion and the little guy."*

**DEDICATED ORGANIZING PROFESSIONAL** with a broad spectrum of organizing, political advocacy, military and business management expertise that integrates guidance skills, and real-world experience credentials with lifelong interest for helping others. Diverse scope of qualifications encompassing assessing complex situations and formulating solutions.

Competent facilitator with keen analytical ability; adept in needs assessments, program efficacy, and creating instructional programs. Self-directed and highly motivated; successfully acclimate to new professional roles. Able to respond effectively to demanding situations; provide visionary leadership, and follow through with diligence and competence. Specializing in communicating and coalescing with individuals from various social and economic backgrounds. *Community organization skills in:*

- Strategic Planning
- Resource Management
- Staff Supervision & Motivation
- Crisis Management
- Project Management
- Volunteer Recruitment
- Budget Management
- Grass Roots Organization
- Data Analysis
- Coalition Building
- Event Coordination
- Community Advocacy

*Advanced Communication Skills in Word Processing, Spreadsheet, Presentation, & Database Software*

*Bilingual Communication Skills in English & Spanish*

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## RELEVANT EXPERIENCE

### Founder / Author THELIONSTARBLOG.COM

2007-Present  
El Paso, Texas

Created and developed online publication focusing on political, governmental, and community issues. Maintain full management responsibility of creation of content, story ideas, advertising, graphic editing, layout, design, and website management of project. Investigate leads and conduct interviews with the area's business, community, and elected leadership.

### Job Developer UPPER RIO GRANDE WORKFORCE SYSTEM

2006-2007  
El Paso, Texas

Served as primary liaison between the family court system and the Upper Rio Grande Workforce System for all employment-related issues. Provided guidance and job search supervision to all court-mandated participants. Equipped clients with the tools they need to secure long-term, stable employment through in-depth career counseling and elimination of employment barriers.

- Applied highly-developed management skills. **Result: Successfully turned a failing program into the "model program in the state of Texas."**
- Earned reputation for job development excellence by achieving placement rate 20% above contract goal.
- Recognized for performance excellence by career center staff. Frequently called upon by colleagues for advice and assistance.
- Successfully led program to #1 status in the state of Texas in several criteria including placement, retention, average wage, and child support collected (currently over \$300,000).

**Career Counselor**

2005-2006

**UPPER RIO GRANDE WORKFORCE SYSTEM**

El Paso, Texas

Hired as a temporary employee for the Summer Youth Employment Program and was selected to serve as a full-time employee with the Food Stamp Employment & Training Program. Program is intensive placement program requiring participants to be employed in less than 30 days and is ranked as #1 FSE&T program in entire state of Texas.

Served as a Career Counselor for a monthly caseload of over 30 participants that are receiving food stamp assistance. Coached and mentored participants on a wide-range of employment issues including job readiness, resumé preparation, and interview training. Managed and directed daily job development and placement functions.

- Developed strong reputation for developing solid business relations with local employers and employment agencies. **Result: Achieved placement rate of more than 90%.**
- Effectively utilized bilingual communication skills. **Result: Successfully penetrated several new employers in diverse industries and helped department maintain ranking as top Food Stamp Employment & Training Program in the State of Texas.**
- Recognized for performance in Youth Employment Program and FSE&T programs.

**Employment Instructor**

2000-2001

**GOODWILL INDUSTRIES OF CENTRAL ARIZONA**

Phoenix, Arizona

Played a key role in curriculum development, preparation of training materials, individual and group instruction, and employment preparation. Monitored and evaluated training program effectiveness; revised instruction as needed.

**Crew Leader**

1999-2000

**UNITED STATES CENSUS BUREAU**

Phoenix, Arizona

Supervised, managed, and directed all enumeration activities of Census 2000 field crew consisting of 25 subordinate personnel. Analyzed and reviewed reports for accuracy, timeliness, and completion. Played a key role in the development of strategies to reach urban, suburban, and rural Latinos. Coordinated census advertising and community awareness activities through Spanish language media and community-based organizations. Successfully managed field operations and advertising budget.

**Program Director**

1999-2000

**CHICANOS POR LA CAUSA**

Phoenix, Arizona

CPLC is the nation's largest Latino-based Community Development Corporation offering a variety of social services including low-cost housing, employment development, drug treatment, job training, child care, financial assistance, social service referral and small business development.

Administered APOYO Program in association with the United Way. Program was geared toward securing employment for the working poor through occupational training and job development. Maintained full administrative responsibilities from initial intake, evaluation, case management, job placement, and employment follow-up.

- Successfully secured training and employment opportunities for over 800 members of program (97.3% of total case load).
- Secured over \$575,000 in funding to pay for occupational training and financial assistance for case load.

**MEMBERSHIPS**

- |                 |   |
|-----------------|---|
| Member          | MALDEF (Mexican-American Legal Defense and Education Fund) Leadership Development Course Alumni Network |
| Member          | Southwest Voter Registration & Education Project  |
| Member          | United Farmworkers' Union   |
| Past President  | Phoenix Chapter, Arizona Hispanic Community Forum   |
| Former Member   | LULAC (League of Latin-American Citizens)   |
| Member          | American Legion Post #41  |
| Founding Member | César Chavez Commemoration Committee of El Paso   |

Member

"52 Under 40" for Community Service—El Paso Times